



CORRESPONDENCE/MEMORANDUM _____ State of Wisconsin

Date: November 1, 2005

To: County Highway Commissioners, City and Village Officials, Town Chairs

From: WisDOT Bureau of Transit & Local Roads
Program Manager – Michael Erickson

Subject: 2005 - 2006 Traffic Signing and Marking Enhancement Grants Program

The Wisconsin Department of Transportation (WisDOT) is soliciting projects for 2005-2006 under the Traffic Signing and Marking Enhancement Grants Program (TSMEGP). Authorized under Wis. State Statute §85.027, the program's purpose is to provide funds to local units of government for the installation of traffic signing & marking enhancements, with the intent of improving visibility for elderly drivers and pedestrians. This project solicitation will be used to approve approximately \$3.8 million in state funding for 2005 and 2006.

As public agencies with taxing authority that can guarantee matching funds, all Wisconsin counties, cities, villages, and towns are eligible to be project sponsors under this program. The program can pay up to 75% of total eligible project costs, with the local government contributing matching funds equal to at least 25% of the total eligible project costs to the limit of the award.

The TSMEGP is a reimbursement program. Local governments are required to finance 100% of project costs prior to seeking reimbursement. **A minimum project cost estimate is required for the 2005 - 2006 TSMEGP solicitation.** This will encourage more comprehensive, significant improvements that provide a greater impact to the local roads system, while also reducing state administrative costs.

All projects under this program are locally let. It is expected that many of these projects will be let to contract, however, it may be possible for the local government to perform the work, provided it has the necessary resources and/or agreements in place to do so. Once the improvement is complete and the contractor(s) paid (if applicable), the local government can request reimbursement from WisDOT.

The program materials and application form for the 2005 – 2006 TSMEGP solicitation are available on the WisDOT Website:

<http://www.dot.wisconsin.gov/localgov/highways/signing.htm>.

For locals that do not have computer access or printing capabilities, please contact the Program Manager listed below and these materials will be forwarded to you upon request.

The program materials describe funding information and eligibility requirements, application procedures, and the evaluation process used to determine program awards. The cover sheet and application form explain all required information. A copy of the enabling state statute has also been included. **Please review all materials carefully before applying – incomplete or ineligible applications will not be considered for funding.**

Program Timeline:

Tuesday, November 1, 2005	WisDOT informs local governments about the program and provides application materials.
Postmarked no later than Friday, January 6, 2006	Applications due to WisDOT program manager.
Late January-Early February, 2006	WisDOT selection panel reviews and recommends program of projects for approval.
Late February 2006	WisDOT Secretary approves projects.
March 2006	WisDOT announces approved program and notifies local governments. Locals must receive a signed agreement from WisDOT <u>prior</u> to incurring eligible costs, or letting a project to contract.

Applications, including a project map, must be postmarked no later than Friday, January 6, 2006. However, communities are encouraged to submit all information as early as possible prior the application deadline.

If you have any questions concerning the application process, please contact:

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Additional information about this and other WisDOT programs for local governments can be found on our web site: <http://www.dot.wisconsin.gov/localgov/index.htm>